STANDING REQUIREMENTS

This area contains a set of outcomes that you will assess in order to determine if your program/department is functioning well. Standing Requirements are components of your program/department that typically remain steady over time and are not usually associated with cyclical review. However, these items should be assessed by the program/department annually to ensure accuracy. Standing Requirements will vary depending on type of program: Academic, Co-Curricular, and Administrative.

CREATING STUDENT LEARNING OUTCOMES

You choose which outcomes you want to assess for the current cycle based on the **Student Learning Outcomes (SLOs)** you set up in the **Standing Requirements** section of your assessment workspace. Only include outcomes in the plan you want to assess for that cycle.

❖ **Student Learning Outcomes** (SLOs) **focus on student learning** that is consistent with the program's mission and goals. SLOs are clear statements that describe/specify the expected knowledge, skills, attitudes, abilities, values, and/or competencies that **students** are expected to acquire/demonstrate upon completion or participation in a program, activity, course, or project.

- What do you want the students to know? (content knowledge or understanding)
- What do you want the students to be able to do? (abilities, skills, or competencies)
- What do you want the students to care about? (values, attitudes)

When writing SLOs, use student-focused language, include action verbs, and ensure that the learning outcomes demonstrate *actionable* attributes. In addition, each outcome needs a short, logical title that allows you to easily recognize which outcome you are assessing.

Below are examples of Outcome titles (line 1 of each bullet point) and Student Learning Outcome descriptions (lines 2-3 of each bullet point).

- Create Works of Art
  Students will be able to use basic vector, 3D design, video, and web technologies in the creation of works of art.

- Magnetic Fields
  Students will be able to calculate the magnitude and direction of magnetic fields created by moving electric charges.

- Communication
  Students will develop the ability to communicate effectively through writing and speaking by observing, reading, listening, and using appropriate information technologies.

- Information and Ideas
  Students will develop the disposition and skills to strategize, gather, organize, create, refine, analyze, and evaluate the credibility of relevant information and ideas.

CREATING PROGRAM OUTCOMES

You choose which outcomes you want to assess for the current cycle based on the **Program Outcomes (POs)** you set up in the **Standing Requirements** section of your assessment workspace. Only include outcomes in the plan you want to assess for <u>that</u> cycle.

Program Outcomes

❖ **Program Outcomes** (POs) describe the program's fundamental purpose(s), and how the program contributes to the achievement of the University's mission. Your outcomes are an important starting point of your assessment because they will align with the remaining components of your assessment plan.
   - What are the program's core functions?
   - What major services does the program provide in order to achieve its mission?

When writing Program Outcomes, provide goals for business practices, general operations, or specific initiatives. In addition, each outcome needs a short, logical title that allows you to easily recognize which outcome you are assessing.

Below are examples of Outcome titles (line 1 of each bullet point) and Program Outcome descriptions (line 2-3 of each bullet point).

- Educational Excellence
  Create and sustain a culture that supports teaching excellence in all academic areas.

- Recruitment
  The Office of Student Recruitment will assist the university in the growth of enrollment for both undergraduate and graduate students.

- Advising
  The Advising office will assist students in making meaningful decisions based upon a consideration of interests, values, and goals.

- Learning Experience
  Offer traditional and innovative academic programs that are rigorous in content and flexible in real-world application.